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Government of Kerala
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കേരള ഗസറ്റ്

KERALA GAZETTE

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

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PART III

University of Kerala

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

(Re-accredited by NAAC with 'A' Grade)

NOTIFICATION

No. Ac. L/S/2829/2019.

26th December 2019.

Amendment to Kerala University (Conditions of Service of Teachers and Members of Non-Teaching Staff) First Statutes, 1979, intune with UGC Regulations, 2010

The following amendment to Kerala University (Conditions of Service of Teachers and Members of Non-Teaching Staff) First Statutes, 1979, in tune with UGC Regulations, 2010 was passed as per the decision of the Syndicate dated 11-3-2019 and of the Senate dated 28-3-2019.

AMENDMENT-238

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 4 the title “Constitution of Selection Committee for appointment” shall be substituted as:

Constitution of Selection Committee Quorum of meetings”.

AMENDMENT-239

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, under Statute 4 “Constitution of Selection Committee Quorum of meetings” the provisions numbered as clause 5.0.0 to 6.8.0 as per the UGC Regulations 2010 shall be substituted as:

The UGC has evolved the following guidelines on: (a) Constitution of Selection Committees for selection of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports; and (b) specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for teachers and other academic staff in Universities and College.

1. SELECTION COMMITTEE SPECIFICATIONS:

Assistant Professor in the University:

(a) The Selection Committee for the post of Assistant Professor in the University shall have the following composition.

1. The Vice Chancellor shall be the Chairperson of the Selection Committee.
2. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the University concerned.
3. Dean of the concerned Faculty, wherever applicable
4. Head/Chairperson of the Department/School.
5. An academician nominated by the Visitor/Chancellor, wherever applicable.
6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor or acting Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

(b) At least four members, including two outside subject experts shall constitute the quorum.

Associate Professor in the University

(a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:

1. Vice Chancellor to be the Chairperson of the Selection Committee.
2. An academician who is the nominee of the Visitor/Chancellor, wherever applicable.
3. Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the University concerned.
4. Dean of the faculty, wherever applicable.
5. Head/Chairperson of the Department/School.
6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

At least four members, including two outside subject experts, shall constitute the quorum.

Professor in the University

The composition of the Selection Committee for the post of Professor in the University shall be similar in composition as that for the post of Associate Professor set out in Clause 5.1.2 above.

Assistant Professor in Colleges including Private Colleges:

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
1. Chairperson of the governing Body of the College or his/her nominee from among the members of the Governing Body to be the Chairperson of the Selection Committee.
 2. The Principal of the College
 3. Head of the department of the concerned subject in the College.
 4. Two nominees of the Vice-Chancellor of the affiliating University of whom one should be a subject expert. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a Vice-Chancellor of the affiliating University from the list of experts suggested by the relevant statutory body of the College, of whom one should be a subject expert.
 5. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body of the College out of panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the college out of panel of five names, preferable from minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the College.
 6. An academician representing SC/ST/OBC/Minority/Women/Differently abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) To constitute the quorum for the meeting, five of which at least two must be from out the three subject-experts shall be present.
- (c) For all levels of teaching positions in Government colleges, the State Public Services Commissions/Teacher Recruitment Boards must invite three subject experts for which the concerned University, be involved in the selection process by the State-PSC
- (d) For all levels of teaching positions in Constituent college(s) of a University, the selection committee norms shall be similar to that of the posts of departments of the University.

Associate Professor in Colleges including Private Colleges

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
1. The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing Body to be the Chairperson of the Selection Committee.
 2. The Principal of the College.
 3. The Head of the Department of the concerned subject from the College.
 4. Two University representatives nominated by the Vice-Chancellor, one of whom will be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of colleges notified/declared as minority educational Institutions, two nominees of the Chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating University from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
 5. Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the University concerned. In case of colleges notified/declare as minority educational Institutions two subject experts not connected with the University to be nominated by the chairperson. Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.

6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) The quorum for the meeting should be five of which at least two must be from out of the three subject-experts.

College Principal

- (a) The Selection Committee for the post of College Principal shall have the following composition
 1. Chairperson of the Governing Body as Chairperson.
 2. Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 3. One nominee of the Vice-chancellor who shall be a Higher Education expert. In case of colleges notified/declared as minority educational institutions, one nominee of the Chairperson of the college from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating University of whom one should be a subject expert.
 4. Three experts consisting of the Principal of a college, a Professor and an accomplished not below the rank of a Professor (to be nominated by the Governing Body of the college) out of panel of six experts approved by the relevant statutory body of the University concerned.
 5. An academician representing SC/ST/OBC/Minority/Women/differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) At least five members, including two experts, should constitute the quorum.
- (c) All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.
- (d) The term of appointment of the college principal shall be Five years with eligibility for reappointment for one more term only after a similar selection committee process.

Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Physical Director, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

SELECTION PROCEDURES:

The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this Regulations in Tables I to IX of Appendix III.

In order to make the system more credible, Universities may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.

The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS shall also be sent separately by the UGC to the universities. The universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these Regulations.

In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician representing Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant and if any of the members of the selection committee do not belong to that category, shall be nominated by the Vice Chancellor or Acting Vice-Chancellor of the University, and in case of a college Vice Chancellor or Acting Vice Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

(i) Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts: (a) a comprehensive list of National/Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/periodicals/official publication volumes of language bodies and upload them on the University website which are to be updated periodically.

(ii) In respect of Indian language publications, equivalence in quality shall be prescribed for universities located in a State by a Co-ordination Committee of experts to be constituted by the Chancellor of the concerned State University.

(iii) At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees along with the other discipline-specific databases.

(iv) The UGC shall constitute a Committee as soon as practicable, in so far as acceptability of the (list of) Indian language journals so developed by Universities/States, to arrive at equivalence in quality of such publications with otherwise accepted and recognized journals.

The process of selection of Associate Professor should involve inviting the bio-data with the duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria provided in this Regulation and template separately provided. Without prejudice, to the requirements provided for selection of Associate Professor under this Regulation, the prescription of research publications for promotion from the post of Assistant Professor to Associate Professor in colleges shall be as follows:

- (a) For those who possess a Ph.D. Degree, a minimum of one publication made during the period of service as Assistant Professor;
- (b) For those with a M.Phil. Degree, a minimum of two publications made during the period of service as Assistant Professor; and
- (c) For those without Ph.D. or M.Phil. degree, at least three publications during the period of service as Assistant Professor.

Provided that in so far as teachers in Universities are concerned, three publications shall be required to be submitted for all the three categories mentioned above for consideration of promotion from Assistant Professor to Associate Professor.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of selection by the selection committee.

The process of selection of Professor shall involve inviting the bio-data with duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective universities based on the API criteria based PBAS set out in this Regulation and reprints of five major publications of the candidates.

Provided that such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation of the publications by the experts shall be factored into the weightage scores while finalizing the outcome of selection.

In the case of selection of Professors who are from outside the academic stream and are considered under Clause 4.1.0 (B), the Universities' statutory bodies must lay down clear and transparent criteria and procedures so that only outstanding professionals who can contribute substantially to the University knowledge system are selected in any discipline as per the requirements.

The Academic Performance Indicator (API) scoring system in the process of selection of Principal shall be similar to that of directly recruited College Professors. In addition; the selection committee shall assess the following dimensions with the weightages given below:

- a. Assessment of aptitude for teaching, research and administration (20%);
- b. Ability to communicate clearly and effectively (10%);
- c. Ability to plan institutional programmes, analyze and discuss curriculum development and delivery, research support and College development/administration (20%);
- d. Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture (10%); and
- e. Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) proforma developed by the affiliating University based on these Regulations (deduced to 40% of the total API score).

In the selection process for posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual arts and Performing arts, Physical education and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the concerned institution while developing API based PBAS proforma for both direct recruitment and CAS promotions.

The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution including assistance in the development of the API criteria based PBAS proforma using the indicative template separately developed by UGC. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of students' assessment of individual teachers in the PBAS.

While the API:

- (a) Tables I and III of Appendix III are applicable to the selection of Professors/Associate Professors/Assistant Professors in Universities and colleges;
- (b) Tables IV, V and VI of Appendix III are applicable to Directors/Deputy Directors/Assistant Directors of Physical Education and Sports; and
- (c) Tables VII, VIII and IX of Appendix III are applicable to Librarians/Deputy Librarians and Assistant Librarians for both direct recruitment as well as Career Advancement Promotions, the ratio/percentage of minimum requirement of category-wise API Score to each of the cadres shall vary from those for University teachers and for UG/PG College Teachers, as given in these Tables of Appendix-III.

The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the above cadres, either through direct recruitment or through Career Advancement Schemes Regulations, shall be similar. However, since teachers recruited directly can be from different backgrounds and institutions, Table II(c) of Appendix III provides norms for direct recruitment of teachers to different cadres, while Tables II (a) and Table II (b) provide for CAS promotion of teachers in Universities and Colleges respectively, which accommodate these differences.

In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in Universities/Colleges for one year only with the minimum annual scores as depicted in Table II (a) and II (b) for University and College teachers, or by Librarian/Physical Education and Sports cadres as depicted in Tables V (a) and V (b), Tables VIII (a) and VIII (b) respectively. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period. For Category III (research and academic contributions), API scores for this category will be applied for the entire assessment period.

A teacher who wishes to be considered for promotion under CAS may submit in writing to the University/College, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the University/College the Performance Based Appraisal System proforma as evolved by the concerned University duly supported by all credentials as per the API guidelines set out in these Regulations. In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University/College should immediately initiate the process of screening/selection and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 31st December, 2008 and till the date on which this regulation is notified, can be considered for promotion from the date, on or after 31st December, 2008, on which they fulfill these eligibility conditions, provided as mentioned above.

Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II (a and b) of Appendix III or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.

The Selection Committee specifications as delineated in Clauses 5.1.0 to 5.1.7 are applicable to all direct recruitments of Faculty Positions and Career Advancement Promotions of Assistant Professor to Associate Professor and to that of Associate Professor to Professor.

CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the criteria laid out as API score in PBAS in the Tables of Appendix-III.

The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:

For University teachers:

- (a) The Vice Chancellor as the Chairperson of the Selection Committee;
- (b) The Dean of the concerned Faculty;
- (c) The Head of the Department/Chairperson of the School; and
- (d) One subject expert in the concerned subject nominated by the Vice Chancellor from the University Panel of experts.

For College teachers:

- (a) The Principal of the college;
- (b) Head of the concerned department from the College;
- (c) Two subject experts in the concerned subject nominated by the Vice Chancellor from the University panel of experts;

The quorum for these committees in both categories mentioned above shall be three, including the one subject expert/University nominee need to be present.

The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the respective University based on these Regulations and as per the minimum requirement specified, (a) in Tables II and III for each of the cadre of Assistant Professor; (b) in Tables V and VI for each of the cadre of Physical Education and Sports; and (c) in Tables VIII and IX for each of the cadre of Librarians shall recommend to the Syndicate/Executive Council/Board of Management of the University about the suitability for the promotion of the candidate(s) under CAS for implementation.

All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.

CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.

The incumbent teacher must be on the role and active service of the Universities/Colleges on the date of consideration by the Selection Committee for Selection/CAS Promotion.

Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date. In any event, the university concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.

In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of

- (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.
- (b) If, however, the candidates find that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.
- (c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.

STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ASSOCIATE PROFESSORS/PROFESSORS

Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (Stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as laid out in Clause 6.3. of this Regulation.

An entry level Assistant Professor, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade (Stage 2) after completion of four years service as Assistant Professor.

An entry level Assistant Professor possessing M.Phil. Degree or Post-graduate Degree in Professional courses, approved by the relevant statutory body, such as LL.M. / M. Tech., etc. shall be eligible for the next higher grade (Stage 2) after completion of five years service as Assistant Professor.

An entry level Assistant Professor who does not have Ph.D. or M.Phil., or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade (Stage 2) only after completion of six years service as Assistant Professor.

The upward movement from the entry level grade (Stage 1) to the next higher grade (Stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS conditions laid down by the UGC in this Regulation.

Assistant Professors who have completed five years of service in the second grade (Stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade (Stage 3).

Assistant Professors completing three years of teaching in third grade (Stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the next higher grade (Stage 4) and to be designated as Associate Professor.

Associate Professor completing three years of service in Stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (Stage 5), subject to (a) satisfying the required credit points as per API based PBAS methodology provided in Table I-III of Appendix IV stipulated in these Regulations, and (b) an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor. *Provided* that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.

In the case of Associate Professors in Colleges, promotion to the post of Professor under CAS shall be further subject to Clause 6.5.1 and 6.5.2 of this Regulation.

Ten percent of the positions of Professors in a university, with a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship (Stage 6), on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these Regulations through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor'. As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by:

- (a) Post-Doctoral research outputs of high standard;
- (b) Awards/Honours/and Recognitions;
- (c) Additional research degrees like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed/technology transfer achieved in the case of teachers in science and technology.

The selection is to be conducted by the University by receiving duly filled PBAS proformas from eligible professors based on seniority, three times in number of the available vacancies in each faculty. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted as stipulated in Table-II (A) of Appendix-III for teachers in University departments. No separate interview need to be conducted for this category.

Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution based on the recommendations of selection committee(s) while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/ Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired Ph. D., M. Phil., M.Tech., etc. However, those entering service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports with post-doctoral teaching/research experience after Ph.D. and proven credentials may be eligible for discretionary award of advanced increments to be decided and recorded by the selection committee in its minutes.

PROFESSORS IN UNDER GRADUATE AND POST GRADUATE COLLEGES:

- (i) Ten percent of the number of the posts of Associate Professor in an Under Graduate College shall be that of Professors and shall be subject to the same criteria for selection/appointment as that of Professors in Universities.

Provided that there shall be no more than one post of Professor in each Department;

Provided further that one-fourth (25%) of the posts of Professor in Under Graduate Colleges shall be directly recruited or filled on deputation by eligible teachers and the remaining three-fourths (75%) of posts of Professors shall be filled by CAS promotion from among eligible Associate Professors of the relevant department of the Under Graduate College.

For avoidance of doubt, it is clarified that sanctioned posts include the posts approved under both direct recruitment and CAS promotion.

- (ii) Identification of posts of Professor in an Under Graduate College for being filled through direct recruitment/ deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. Where the number of posts of Professor worked out as a percentage of the number of posts of Associate Professor for CAS promotion or direct recruitment/deputation is not an integer, the same shall be rounded off to the next higher integer.

(iii) The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology and selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota system shall be followed starting with promotions and the direct recruitment quota shall be rotated in an alphabetical order.

There shall be one post of Professor in each Department of a Post-Graduate College which shall be subject to the same criterion for selection/appointment as that of Professors in Universities, provided that one-fourth (25%) of the posts of Professor shall be filled on deputation/direct recruitment from among eligible teachers and the remaining three-fourths (75%) of posts shall be filled through merit promotion from among the eligible Associate Professors in the relevant department of the Post-Graduate college. Identification of posts of Professor in a Post-Graduate College for being filled through direct recruitment/deputation shall be carried out by the affiliating/concerned University acting in consultation with the College. The decision regarding whether the posts of professor will be for CAS promotion or direct recruitment/deputation shall be within the competence of the University acting in consultation with the College. Where the number of posts of professor for CAS promotion or direct recruitment / deputation worked out as a percentage of the total number of posts in a Post Graduate College is not an integer, the same shall be rounded off to the next higher integer.

The selection process is to be conducted by the university by receiving PBAS proformas from eligible Associate Professors based on seniority and three times in number of the available vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The selection shall be conducted through the API scoring system with PBAS methodology, selection committee process stipulated in these Regulations for appointment of Professors. For direct recruitment of the 25% of the posts, the 'Rota-Quota System' shall be followed starting with promotion and the direct recruitment quota shall be rotated in an alphabetical order.

STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME FOR ASSISTANT LIBRARIANS, ETC.

Assistant University Librarian/College Librarian in the entry level grade, possessing Ph.D. in Library Science, after completing service of four years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the - UGC in these Regulations, shall be eligible for the higher grade (stage 2).

Assistant Librarian/College Librarian in the entry level grade, not possessing Ph.D. but only M.Phil. in Library Science, after completing service of five years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2). Assistant Librarian/College Librarian in the entry level grade, without the relevant Ph.D. or M.Phil. after completing six years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down by the UGC in these Regulations, shall become eligible for the next higher grade (stage 2).

On completion of service of five years, Assistant Librarian (Sr. Scale)/College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/equivalent posts and being placed in the next higher grade (stage 3), subject to their fulfilling other conditions of eligibility (such as Ph.D. Degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down by the UGC for CAS promotion in these Regulations. They shall be designated as Deputy Librarian/Assistant Librarian (Selection Grade)/College Librarian (Selection Grade), as the case may be.

After completing three years in the above grade, Deputy Librarians /equivalent positions shall move to the next higher grade (stage 4), subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid down by the UGC for CAS promotion in these Regulations.

STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME FOR PHYSICAL EDUCATION AND SPORTS PERSONNEL

Assistant DPE&S in the entry level grade/College DPE&S, at the entry level grade, possessing Ph.D. in Physical Education, after completing service of four years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).

Assistant DPE&S/College DPE&S in the entry level grade, possessing M.Phil. in Physical Education, after completing service of the five years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).

Assistant DPE&S/College DPE&S in the entry level grade, without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant DPE&S/College DPE&S in the entry level stage, and if otherwise eligible as per API scoring system and PBAS methodology prescribed by the UGC for CAS promotion in these Regulations, shall become eligible for the next higher grade (stage 2).

After completing service of five years in the second stage and subject to satisfying API scoring system and PBAS methodology prescribed by the UGC in these Regulations, Assistant DPE&S (Senior Scale)/College DPE&S (Senior scale) shall be promoted to the next higher grade (stage 3). They shall be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade)/College DPE&S (Selection Grade), as the case may be.

After completing service of three years in stage 3 and subject to satisfying API/scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/Assistant DPE&S (Selection Grade) College DPE&S (Selection Grade) shall move to the next higher grade (stage 4). They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade)/College DPE&S (Selection Grade).

The Schedule annexed to these Regulations outlines the Pay scales, Designations and stages of promotions under CAS of incumbent and newly appointed teachers and equivalent positions in the Library and Physical Education and Sports cadres in Central Universities and colleges thereunder and Institutions deemed to be Universities whose maintenance expenditure is met by the UGC.

The Government Nominee shall be included in the Selection Committee for initial appointments and all direct recruitments of Teachers including Principals in Private Aided Colleges . The restrictions and conditions prescribed above shall be applicable for the colleges/institutions recognized under the UGC Act. In respect of all other Colleges the existing provisions of the Statutes will be applictble.

AMENDMENT-240

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 6 “Selection Committee for Teaching Staff of Private Engineering Colleges” and Statute 7” Quorum for Meetings of the Selection Committee in Private Engineering Colleges” shall be deleted.

Statute 6 “Selection Committee for Teaching Staff of Private Engineering Colleges” shall be deleted.

Statute 7 “Quorum for Meetings of the Selection Committee in Private Engineering Colleges” shall be deleted.

AMENDMENT-241

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 11 “First Appointment of a Teacher” shall be modified as follows:

“The first Appointment of a Teacher in a Private Arts/Science College shall be as prescribed in the UGC Regulations from time to time”.

AMENDMENT-242

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 12 “Age limits for Direct Appointment” shall be modified as follows:

“The age limit for direct appointment of teachers shall be governed by D.O. letters, Circulars and Government Orders issued by the Government in tune with UGC Regulations from time to time”.

AMENDMENT -243

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 17 “**Restriction of other Activities**” the following shall be added:

CODE OF PROFESSIONAL ETHICS

I. Teachers and their Responsibilities

Whoever adopts teaching as a profession assumes the obligation to conduct himself/herself in accordance with the ideal of the profession, A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should :

- (i) Adhere to a responsible pattern of conduct and demeanour expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;

- (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, Invigilation and evaluation; and
- (viii) Participate in extension, co-curricular and extra-curricular activities including community service.

II. Teachers and the Students

Teachers should :

- (i) Respect the right and dignity of the student in expressing his/her opinion.
- (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- (iii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (vi) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues

Teachers should :

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. Teachers and Authorities :

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi) Should adhere to the conditions of contract;
- (vii) Give and expect due notice before a change of position is made; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable -with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. Teachers and Non-teaching Staff:

- (i) Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
- (ii) Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

VI. Teachers and Guardians

Teachers should:

- (i) Try to see through teachers bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. Teachers and Society

Teachers should :

- (i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

All Code of Conduct as prescribed by the UGC Regulations from time to time is applicable to all teachers of the colleges/institutions recognized under the UGC Act.

AMENDMENT-244

"That, in Chapter 2 "Conditions of Service of Teachers in Private Colleges", Statute 22 "Scale of Pay" shall be modified as follows:

The Scale of pay in Private/Aided Colleges shall be determined by the pay revision orders and notification issued by the MHRD, Government of India from time to time".

AMENDMENT-245

"That, in Chapter 2 "Conditions of Service of Teachers in Private Colleges", Statute 23 "Increments "- the following shall be added together with the existing provisions of the Statutes.

The Rate of Increment shall be determined by the UGC Pay Revision Orders and notification issued by the MHRD, Government of India from time to time.

AMENDMENT-246

"That, in Chapter 2 "Conditions of Service of Teachers in Private Colleges", Statute 25 "Grant of Leave" shall be modified by adding the following with the existing provisions.

"The conditions prescribed for granting of all types of leave shall be governed by the orders of the Government from time to time and in accordance with the provisions of KSR and other rules framed by the Government in line with the UGC Regulations".

AMENDMENT-247

"That, in Chapter 2 "Conditions of Service of Teachers in Private Colleges", Statute 31 "Payment of Honorarium" shall be modified as follows:

The teachers in Private Aided Colleges who are put in charge of duties of Principal shall be granted an honorarium which are determined by the Government of Kerala from time to time".

AMENDMENT-248

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 34 (I)” Seniority List” the following shall be added as the last sentence.

The inter-se seniority in a direct recruitment shall be determined by the rank position in the rank list published by the Educational Agency”.

AMENDMENT-249

“That, in Chapter 2 “Conditions of Service of Teachers in Private Colleges”, Statute 40 (a)” Conditions of service of teachers in Unaided Colleges” the following shall be added:

The qualification of Principals appointed in Unaided Colleges shall be the same as the qualifications for the appointment of Principals as prescribed in UGC Regulations issued from time to time”.

AMENDMENT-250

“That, in Chapter 3 “Conditions of Service of Members of Non-Teaching Staff”, Statute 41 “Qualification for Appointments” shall be modified as follows:

The non-Clerical Staff like Library/Laboratory Assistants, Gasmen/Specimen Collectors, Last Grade Staff who have five year service with S.S.L.C., and have passed appropriate test and obtained qualifications prescribed by the Government from time to time.”

The above amendment to Kerala University (Conditions of Service of Teachers and Members of Non-Teaching Staff) First Statutes, 1979, in tune with UGC Regulations, 2010 was assented to by the Chancellor on 1-10-2019 and shall come into force with effect from that date.

University Buildings,
Thiruvananthapuram.

(Sd.)
Registrar (in-charge).